



CAIT

Center for Advanced Infrastructure & Transportation
Rutgers, The State University of New Jersey

QUARTERLY PROGRESS REPORT

Project Title:	Transportation Safety Professional Development Clearinghouse		
RFP NUMBER: N/A	NJDOT/FHWA RESEARCH PROJECT MANAGER(S): Pat Ott		
TASK ORDER NUMBER/Study Number: Task Order No. 144/ 4-29063	PRINCIPAL INVESTIGATOR: Ali Maher/Joe Orth/Claudia Knezek/Carol Greenberg		
Project Starting Date: 12/1/2003 Original Project Ending Date: 12/1/2005 Modified Completion Date:	Period Covered: 2nd Quarter 2004		

Task	% of Total	% of Task this quarter	% of Task to date	% of Total Complete
1.0 Literature Search				
1.1 Conduct literature search	20	20	55	11
1.2 Prepare Presentation for NJDOT/FHWA	5	10	15	.75
2.0 Assessment			0	
2.1 Conduct Professional Assessment	20		0	
2.2 Present Findings to NJDOT/FHWA	5		0	
3.0 Training			0	
3.1 Schedule/Recruit Technical Training	10.5		0	
3.2 Distribute Information	3.5		0	
3.3 Organize Career Resource Center	6		0	
3.4 Develop Online Resource	30		0	
TOTAL	100			11.75%

Project Objectives: The goal of the Transportation Safety Professional Development Clearinghouse is to develop a pilot project that will provide assessment tools and online capabilities to promote and track continuing education activities for transportation safety professionals throughout New Jersey.

Project Abstract: Nationwide, the transportation community is facing a potential workforce crisis by the year 2010 because of the anticipated retirement and early retirement of the generation known as the "baby boomers". This potential loss of experience and expertise, along with advances in technology and an increased emphasis on safety and national security, has prompted Federal and State transportation agencies to focus on employee development as one of their strategic goals.

The CAIT-LTAP staff will work with managers and staff members of the transportation community to provide strategies for organizing professional development opportunities for transportation personnel. They will research training formats currently available to adult learners and evaluate the major delivery systems, including distance learning and traditional programs available through FHWA and other transportation agencies, to determine acceptability for training purposes. CAIT-LTAP will assist managers in conducting assessments of employees in order to determine the appropriate individual career development plan that is needed to fulfill professional goals. CAIT-LTAP will make recommendations regarding training opportunities that are available to staff members and will create an online data base accessible to each employee, incorporating appropriate security to maintain confidentiality. Assessments and individual development plans will be reviewed to determine a widespread need for a specific workshop, which would then be scheduled at Rutgers University.

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For limited training needs, the Rutgers staff will refer users to appropriate agencies that sponsor the needed training as well as neighboring colleges offering graduate and undergraduate courses.

This project will provide transportation facilitators, providers, and users with an online resource to archive and track continuing education in New Jersey. Specifically, it will allow NJDOT to track participants that are required to take safety training in New Jersey.

Progress this quarter by task:

- 1.1 The literature review has continued on a limited basis
- 1.2 Development of a questionnaire to gather business requirements
- 1.2 Met with DOT principals to clarify needs and refine scope of project

Proposed activities for next quarter by task:

- 1.1 Continuation of the literature review.
- 1.2 A) Meet with FHWA principals to clarify needs and refine scope of project.
B) Prepare presentation for FHWA and DOT.
- 1.2.1 Incorporate results of questionnaire into a Business Requirements document

List of deliverables provided in this quarter by task (product date):

- 1.2 Questionnaire (June, 2004)

Progress on Implementation and Training Activities:

Not at implementation.

Problems/Proposed Solutions:

Since the professional development needs of Federal, State, and Local transportation professionals may be quite different, clarification of these needs is required in order to develop a plan that will be beneficial for all agencies. To achieve this, one or more additional meetings will be scheduled to further define the scope of the project and an on-line questionnaire will be utilized to identify the needs of the safety professionals in the State of New Jersey.

Total Project Budget	\$ 312,345.00
Modified Contract Amount	
Total Project Expenditure to date	\$688
% of Total Project Budget Expended	.22%

* These are approximate expended amounts for the project; these estimates are for reference only and should not be used for official accounting purposes. For a more accurate project accounting please review the quarterly invoice for this project.

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